

RECEIVABLES CREDIT/DEBIT MEMO FORM

Note: Complete this form electronically and use the drop down menus when provided.

Today's Date: Aug 6, 2012  
 Station: KMBC Drop Down  
 Sales Region: NATIONAL Drop Down

Agency: Media Placement Technologies

Advertiser: Lager/R/LtGovernor

Invoice #: 932637 Net Invoice Amount:

Invoice Date: Amount Paid:

Adjustment to Gross Billing \$430

Adjustment to Net Billing \$ 365.50

AE Name: Meredith Thompson

SM Name: Tony Kim

Reason for DEBIT/CREDIT: POLITICAL RATE ADJUSTMENT Drop Down  
 (Field Required - must use drop down list)

EXPLANATION (Please explain in detail):

LUR for the w/o 7/23

M-F 6a-7a= 1x @ \$565 Lur L2 \$550 total rebate \$15

M-F 5p-530p= 1x \$400 Lur L3 \$300 total rebate \$100

M-F 5p-530p= 1x @ \$600 Lur L2 \$550 total rebate \$50

M-F 6p-630p= 1x @ \$800 Lur L2 \$650 total rebate \$150

M-F 630p-7p= 1x @ \$865 Lur L2 \$750 total rebate \$115

Revised invoice required?

REQUIRED APPROVALS:

Local AE	Local Sales Region	(Web & Mobile when applicable)
LSM	Local Sales Region	(Web & Mobile when applicable)
NSM	National Sales Region	(Web & Mobile when applicable)
DSM	Digital Sales Region	Web & Mobile optional/station's discretion
GSM	All debits/credits	except Retrans & Non Sales region
Regl Controller	All debits/credits	

Form with all required approvals emailed to Regional C&C Manager

Input to Wide Orbit on: by

Updated 03/15/12

RECEIVABLES CREDIT/DEBIT MEMO FORM

Note: Complete this form electronically and use the drop down menus when provided.

Today's Date: Aug 6, 2012  
 Station: KMBC Drop Down  
 Sales Region: NATIONAL Drop Down  
 Agency: Media Placement Technologies  
 Advertiser: Lager/R/LtGovernor

Invoice #: 933563 Net Invoice Amount: \$1,058.25

Invoice Date:                      Amount Paid:                       
 Adjustment to Gross Billing \$1,245  
 Adjustment to Net Billing \$ 1,058.25

AE Name: Meredith Thompson

SM Name: Tony Kim

Reason for DEBIT/CREDIT: POLITICAL RATE ADJUSTMENT Drop Down  
 (Field Required - must use drop down list)

EXPLANATION (Please explain in detail):

LUR for the w/o, 7/23  
 M-F 6a-7a= 4x @ \$565 Lur L2 \$550 total rebate \$60  
 M-F 5p-530p= 2x @ \$600 Lur L2 \$550 total rebate \$100  
 M-F 6p-630p= 4x @ \$800 Lur L2 \$650 total rebate \$600  
 M-F 630p-7p= 4x @ \$865 Lur L2 \$750 total rebate \$460  
 Sun 6a-7a= 1x @ \$175 Lur L2 \$150 total rebate \$25  
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 \_\_\_\_\_  
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Revised Invoice required?                     

REQUIRED APPROVALS:

Local AE	Local Sales Region	(Web & Mobile when applicable)
LSM	Local Sales Region	(Web & Mobile when applicable)
NSM	National Sales Region	(Web & Mobile when applicable)
DSM	Digital Sales Region	Web & Mobile optional/station's discretion
GSM	All debits/credits	except Retrans & Non Sales region
Regl Controller	All debits/credits	

Form with all required approvals emailed to Regional C&C Manager

Input to Wide Orbit on:                      by                     

Updated 03/15/12

RECEIVABLES CREDIT/DEBIT MEMO FORM

Note: Complete this form electronically and use the drop down menus when provided.

Today's Date:	Aug 8, 2012		
Station:	KMBC		Drop Down
Sales Region:	NATIONAL		Drop Down
Agency:	Media Placement Technologies		
Advertiser:	Lager/R/Lt Governor		
Invoice #	933568	Net Invoice Amount	
Invoice Date		Amount Paid	
		Adjustment to Gross Billing	\$ 150.00
		Adjustment to Net Billing	\$ 127.50
AE Name:	Meredith Thompson		
SM Name:	Tony Kim		
Reason for DEBIT/CREDIT:	POLITICAL RATE ADJUSTMENT		Drop Down
	(Field Required - must use drop down list)		

EXPLANATION (Please explain in detail):

LUR for the w/o 7/30

M-F 630p-7p = 3x @ \$575 Lur L2 \$525 total rebate \$150

Revised invoice required? ☐

REQUIRED APPROVALS:

Local AE	Local Sales Region	(Web & Mobile when applicable)
LSM	Local Sales Region	(Web & Mobile when applicable)
NSM	National Sales Region	(Web & Mobile when applicable)
DSM	Digital Sales Region	Web & Mobile optional/station's discretion
GSM	All debits/credits	except Retrans & Non Sales region
Regl Controller	All debits/credits	

Form with all required approvals emailed to Regional C&C Manager

Input to Wide Orbit on: \_\_\_\_\_ by \_\_\_\_\_

Updated 03/15/12

RECEIVABLES CREDIT/DEBIT MEMO FORM

Note: Complete this form electronically and use the drop down menus when provided.

Today's Date:	Aug 8, 2012		
Station:	KMBC		Drop Down
Sales Region:	NATIONAL		Drop Down
Agency:	Media Placement Technologies		
Advertiser:	Lager/R/Lt Governor		
Invoice #	933563	Net Invoice Amount	
Invoice Date		Amount Paid	
		Adjustment to Gross Billing	\$ 50.00
		Adjustment to Net Billing	\$ 42.50
AE Name:	Meredith Thompson		
SM Name:	Tony Kim		
Reason for DEBIT/CREDIT:	POLITICAL RATE ADJUSTMENT		Drop Down
	(Field Required - must use drop down list)		

EXPLANATION (Please explain in detail):

LUR for the w/o 7/30  
M-F 630p-7p = 1x @ \$575 Lur L2 \$525 total rebate \$50

Revised invoice required? ☐

REQUIRED APPROVALS:

Local AE	Local Sales Region	(Web & Mobile when applicable)
LSM	Local Sales Region	(Web & Mobile when applicable)
NSM	National Sales Region	(Web & Mobile when applicable)
DSM	Digital Sales Region	Web & Mobile optional/station's discretion
GSM	All debits/credits	except Retrans & Non Sales region
Regl Controller	All debits/credits	

Form with all required approvals emailed to Regional C&C Manager

Input to Wide Orbit on: \_\_\_\_\_ by \_\_\_\_\_

Updated 03/15/12